

## ETSC CERTIFICATION SUBCOMMITTEE

Held at DeVos Hall, Overlook G  
Grand Rapids, Michigan

Tuesday May 24, 2005

PRESENT: John Bawol, Bill Charon, James Fyvie, Suzan Hensel, Jim Loeper,  
Harriet Miller-Brown, Charles Nystrom, Christina Russell

ABSENT: Sheriff Dale Gribler, Dan Loftus, Leonard Norman

Chair Charon called the meeting to order at 1:20 p.m. Roll call was taken and a quorum was present.

Chair Charon noted the persons absent at today's meeting previously notified him and are excused.

### I. Approval of May 3, 2005 meeting minutes –

A **MOTION** to approve minutes by Mr. Loeper, supported by Mr. Fyvie, the **MOTION** carried.

Additions to the agenda – Allowable Expenses

### II. Old Business

#### A. Compliance Reviews

##### 1. Schedule Leelanau Reviews –

Ms. Harriet Miller-Brown recently spoke with Tom Skowronski of Leelanau County. The information requested for the compliance review is not ready at this time. July 14/15 has been set for a visit to Leelanau County to work on the compliance review. Ms. Miller-Brown will send a letter to Mr. Skowronski alerting him of this date and the necessary information needed for the visit.

##### 2. Isabella County –

Ms. Schultz has requested and received a two-week extension for submission of necessary information due to health reasons. When Ms. Miller-Brown receives the information she will forward to the members selected for this review.

#### B. Compliance Status updates

##### 1. Metro Area –

Ms. Miller-Brown reported that Nextel in Conference of Eastern Wayne (CEW) should be Phase I deployed this week. This information was confirmed with the wireless providers as well. Phase II requests have been submitted for Macomb County and Detroit is ramping up the number of circuits the PSAPs have. The four service districts reported that they are Phase I compliant and moving toward Phase II. The situation is moving along well.

##### 2. Kent County –

The subcommittee voted at the May 3, 2005 meeting that Kent County will be considered a FOR CAUSE review. It will be restricted to the wireless issue at this point. Ms. Miller-Brown is seeking direction from the Certification Subcommittee on the approach this review should take as past reviews have been broader in scope. The county has received wireless money and Ms. Miller-Brown has received

information from wireless provider regarding Phase I for several carriers has not been deployed at the GRPD PSAP as indicated in its documentation.

Nextel confirmed they have attempted deployment but the Grand Rapids Police Department did not like the way the address was formatting and the process was stopped. Kent County's eligibility to receive wireless funds for next quarter is in question as they may currently be in a non-compliant status.

Mr. James Fyvie will contact the representative from the GRPD PSAP to set up a meeting to directly discuss the recent information regarding the status of Phase I deployment. Ms. Miller-Brown was directed by the subcommittee to compile a memo of the relevant information in regards to the GRPD PSAP status and forward it on to the Kent County review team.

### III. New Business:

#### A. June Mailing –

Certification Status/Annual Report - The mailing has gone out to County Commissioners with a copy of the cover letter to each PSAP Coordinator/Director. This year each PSAP must submit a form (ETSC-003) to further ascertain where the PSAPs are with Phase I/Phase II deployment. There was much discussion over who should receive the mailings – Counties or PSAPs. Statute requires the information come from the County. After much discussion, the subcommittee directed the State 9-1-1 Administrators office to request the information from the County Commissioners but will revisit this issue in the fall prior to the next mailing.

#### B. Certification of Counties for 3<sup>rd</sup> Quarter Disbursement –

Chair Charon recommended the subcommittee move ahead with 3<sup>rd</sup> quarter certification of counties for distribution. The deadline date of June 30 is approaching. Mr. James Loeper made a **MOTION** that all counties with the exception of Kent County are certified. The compliance team will meet with representative of Grand Rapids Police Department, and then make a report back to the subcommittee. Mr. Bawol supported. **MOTION** to certify all 82 counties with the exception of Kent County. **MOTION** carries. This subcommittee will meet again prior to the June ETSC meeting to discuss the outcome of the pending meeting regarding Grand Rapids Police Department.

#### C. Allowable/Disallowable Expenses –

At the next ETSC meeting Chair Charon will ask that addressing implements be added as a Disallowable expense. He is looking for different language for the heading of the Disallowable column. Ms. Miller-Brown suggested "The below Disallowable Expenses are meant to serve as an examples only – please refer to ETSC Appeals Process for further questions." The subcommittee agreed and the document will be changed to reflect this and presented to the ETSC for their approval.

### V. Call to the Public – none

### IV. Next Meeting – Tuesday June 21, 2005 at 8:30 a.m. South Haven, Michigan

The meeting was adjourned at 3:20 p.m.p